भारत सरकार / Government of India

सरकारी राजपत्र
OFFICIAL GAZETTE

संघ प्रदेश दादरा एवं नगर हवेली तथा दमण एवं दीव प्रशासन
U.T. ADMINISTRATION OF DADRA AND NAGAR HAVELI AND DAMAN AND DIU

असाधारण
EXTRAORDINARY

प्राधिकरण द्वारा प्रकाशित / PUBLISHED BY AUTHORITY

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(GAZETTE NOTIFICATION)

UT Administration of Dadra & Nagar Haveli and Daman & Diu
Office of the Secretary (PRI/RD), DNH & DD,
Secretariat, Vidyut Bhawan,
Kachigam, Nani Daman — 396215.

No. DP/RD/VB-G-RAM-G/336/2026-27/177 **Dated: 30/06/2026**

NOTIFICATION

In exercise of the powers conferred by **sub-section (1) of section 3** of the *Viksit Bharat—Guarantee for Rozgar and Ajeevika Mission (Gramin) Act, 2025*, the Union Territory Administration of Dadra & Nagar Haveli and Daman & Diu hereby notifies the following Scheme, namely: --

"Viksit Bharat—Guarantee for Rozgar and Ajeevika Mission (Gramin) Scheme, UT of Dadra & Nagar Haveli and Daman & Diu".

This Scheme shall apply to the notified rural areas of the UT of Dadra and Nagar Haveli and Daman & Diu.

CHAPTER I — SHORT TITLE, COMMENCEMENT AND DEFINITIONS

1. Short title and commencement

(1) This Scheme may be called the **"Viksit Bharat—Guarantee for Rozgar and Ajeevika Mission (Gramin) Scheme, UT of Dadra & Nagar Haveli and Daman & Diu".**

(2) It shall come into force from 1st Day of July 2026.

2. Definitions

Unless the context otherwise requires, all terms used herein shall have the meanings assigned to them in **Section 2 of the Act**.

(a) "act" means the **Viksit Bharat—Guarantee for Rozgar and Ajeevika Mission Act, 2025**.

(b) "adult" means a person who has completed the eighteenth year of age;

(c) "applicant" means the head of a household or any of its other adult members who has applied for employment under the Scheme;

(d) "Block" means a community development area within a district comprising a group of Gram Panchayats;

(e) "Centrally Sponsored Scheme" means a scheme in which the Central Government provides full financial assistance and the U.T. undertake its implementation;

(f) "District Programme Coordinator" means an officer of the U.T. Administration designated as such officer under sub-section (*1*) of section 17 for the implementation of the Scheme in a district;

(g) "household" means the members of a family related to each other by blood, marriage or adoption and normally residing together and sharing meals or holding a common ration card;

(h) "implementing agency" includes any department of the Central Government or an U.T. Administration, a Zila Parishad, Gram Panchayat or any local authority or the Government undertaking, to undertake the implementation of any work taken up under the Scheme;

(i) "National Level Steering Committee" means a steering committee constituted by the Central Government under sub-section (1) of section 14;

(j) "normative allocation" means the allocation of the fund made by the Central Government to the U.T. Administration;

(k) "notification" means a notification published in the Official Gazette and the term "notify" or "notified", shall be construed accordingly;

(l) "Programme Officer" means an officer appointed under sub-section (1) of section 18;

(m) "rural area" means any area in a U.T. except those areas covered by any urban local body or a Cantonment Board established or constituted under any law for the time being in force;

(n) "Schedule" means Schedules appended to this Act;

(o) "Scheme" means the Scheme notified by the U.T. Administration under sub-section (1) of section 3;

(p) "State" means a State specified in the First Schedule to the Constitution and includes a Union territory;

(q) "UT Council" means the U.T. Gramin Rozgar Guarantee Council constituted under sub-section (1) of section 13;

(r) "UT Level Steering Committee" means a steering committee constituted under sub-section (1) of section 15;

(s) "unskilled manual work" means any physical work which any adult person is capable of doing without any skill or special training;

(t) "Viksit Bharat National Rural Infrastructure Stack" means the consolidated aggregation comprising proposed works emerging from the Viksit Gram Panchayat Plans aggregated at the District and U.T. levels, and aligned with the four thematic domains of works specified in Schedule I;

(u) "Viksit Gram Panchayat Plan" means a future-ready, convergence- based local development plan aligned with the vision of Viksit Bharat @2047, formulated by the Gram Panchayat through a participatory and evidence-based process, and serving as the basis for identification and prioritisation of works under this Act, as provided in sub-section (3) of section 4;

(v) "wage rate" means the wage rate referred to in section 10;

(w) "work" means any work undertaken or executed under the Scheme.

CHAPTER II — OBJECTIVES AND GUIDING PRINCIPLES

3. Objectives

(1) The primary objective of this Scheme is to align the rural development framework with the national vision of Viksit Bharat @2047 by providing an enhanced statutory wage-employment guarantee of one hundred and twenty-five days in each financial year to such rural households whose adult members volunteer to undertake unskilled manual work, thereby enabling them to participate more effectively in the expanded livelihood security framework.

(2) To focus on empowerment, growth, convergence and saturation through public works

aggregating into forming Viksit Bharat National Rural Infrastructure Stack, with a thematic focus on water security through water-related works, core rural infrastructure, livelihood-related infrastructure and special works to mitigate extreme weather events.

(3) To facilitate adequate farm-labour availability during peak agricultural seasons, and, in view of the wage-employment guarantee for the rural workforce.

(4) To institutionalise convergence, saturation-driven planning and whole of government delivery through Viksit Gram Panchayat Plans, integrated with the PM Gati Shakti to address the varying needs of Gram Panchayats, powered by geospatial systems, digital public infrastructure, District and U.T. planning mechanisms, with such plans aggregated at the Block, District, U.T. and National levels.

(5) To modernise governance, accountability and citizen engagement through a comprehensive digital ecosystem, including biometric authentication at various levels, global positioning system or mobile based worksite monitoring, real time management information system dashboards, proactive public disclosures and the use of Artificial Intelligence for planning, audits and fraud risk mitigation.

CHAPTER III — GUARANTEES, TIME LIMITS AND CONDITIONS

4. Guarantee

(1) U.T. Administration shall, in such rural area in the U.T. as may be notified by the Central Government, provide to every household whose adult members volunteer to do unskilled manual work, not less than one hundred and twenty-five days of guaranteed employment in a financial year in accordance with the Scheme.

(2) Every person who has done the work given to him under the Scheme shall be entitled to receive wages at the wage rate for each day of work.

(3) The disbursement of daily wages shall be made on a weekly basis or in any case not later than a fortnight after the date on which such work was done.

(4) If an applicant for employment under the Scheme is not provided such employment within fifteen days of receipt of his application seeking employment or from the date on which the employment has been sought in the case of an advance application, whichever is later, he shall be entitled to a daily unemployment allowance in accordance with the provision of this section.

(5) In case the payment of wages is not made within fifteen days from the date of closure of the muster roll, the wage seekers shall be entitled to receive payment of compensation for the delay, at the rate of 0.05% of the unpaid wages per day of delay beyond the sixteenth day of closure of muster roll.

5. Conditions for demand

(1) Every adult member of a registered household whose name appears in the Gramin Rozgar Guarantee Card, shall be entitled to apply for unskilled manual work under the Scheme; and every such application shall be compulsorily registered, and a receipt issued with the date, which shall be entered in the given digital platform.

(2) The U.T. Administration shall proactively verify the requirements of the Vulnerable Groups and provide them with work.

(3) Application for work may be oral or written and made to the Ward member or to the Gram Panchayat or to the Programme Officer or any person authorised by the U.T. Administration or through digital platforms, or through any other means authorised by the U.T. Administration.

(4) Applications for work may be filed individually or for a group together.

CHAPTER IV — PLANNING FRAMEWORK

6. Viksit Gram Panchayat Plan (VGPP)

(1) A future-ready, convergence based local development plan aligned with the vision of Viksit Bharat @2047, formulated by the Gram Panchayat through a participatory and evidence-based process, and serving as the basis for identification and prioritisation of works under this Scheme.

(2) There shall be a systematic and participatory planning exercise undertaken at each tier of the Panchayati Raj system in accordance with the specified methodology. The Viksit Gram Panchayat Plans shall be prepared by the Gram Panchayats using GIS-based tools, PM Gati Shakti layers and other digital public infrastructure, and placed before the Gram Sabha for approval. Works proposed to be undertaken by the District Panchayat or other implementing agencies shall likewise be placed before the respective Panchayats along with the expected outputs and outcomes. The Viksit Gram Panchayat Plans shall be aggregated at the Block, District and U.T. levels to ensure coherence with sectoral priorities, broader rural development strategies, and saturation-based planning for comprehensive coverage of eligible assets and outcomes across all Gram Panchayats. All works emerging from the Viksit Gram Panchayat Plans shall be consolidated into the

Viksit Bharat—National Rural Infrastructure Stack.

(3) Every Gram Panchayat shall prepare saturation-mode plans based on its classification into Category A, B, C, etc., determined based on development parameters, including proximity to urban areas, to address the varying needs of the Panchayats. All such works shall be drawn exclusively from the approved Viksit Gram Panchayat Plan, prepared using PM Gati Shakti, GIS-based tools and other digital public infrastructure.

(4) Annual plans would be prepared on the basis of the normative allocation.

(5) The works identified in the Viksit Gram Panchayat Plans shall be executed through various Central, U.T. and local schemes in convergence. The schemes to be taken up for such convergence shall be notified by the Central Government.

(6) While preparing Viksit Gram Panchayat Plans and annual labour demand, no work shall be proposed for execution during notified peak agricultural periods.

7. Framework for Convergence and Integrated Planning

A Unified Convergence Framework shall be established for coherent planning, execution and monitoring of all works undertaken in rural areas, and for this purpose—

(a) All Central, U.T. or local schemes, as may be notified by the Central Government or U.T. Administration for the purpose of convergence and saturation-based planning, shall be brought under a unified planning process anchored in the Viksit Gram Panchayat Plans.

(b) All existing assets and proposed works, whether funded under this Scheme or through any other Central, U.T. or local Scheme, shall be mandatorily registered and tracked through the Viksit Bharat—National Rural Infrastructure Stack using the designated digital portal, which shall maintain a comprehensive register of rural public works, prevent duplication, integrate departmental investments, and align all works with saturation outcomes.

(c) Single digital backbone for rural public works covering water security, core rural infrastructure, livelihood-related infrastructure, and special works to mitigate extreme weather events; and all planning shall follow a strict bottom-up process beginning with the preparation of the Viksit Gram Panchayat Plan, which shall be successively aggregated at the Block, District and U.T. levels, and the aggregated U.T. Plan shall be placed before the U.T. Level Steering Committee for approval. Annual plans would be prepared on the basis of the normative allocation.

(d) Viksit Bharat National Rural Infrastructure Stack shall guide the U.T., Districts and Panchayati Raj Institutions in identifying priority infrastructure gaps, standardising work

designs, and ensuring that public investments contribute measurably to saturation outcomes at the Gram Panchayat, Block and District levels.

(e) This institutional architecture shall ensure a single-plan, multi-funding approach, promote convergence across departments and schemes, and align all rural development efforts with the Viksit Bharat @2047 vision of creating productive, resilient and transformative rural assets.

CHAPTER V — U.T. INSTITUTIONAL ARCHITECTURE

8. U.T. Gramin Rozgar Guarantee Council

(1) At the UT level, there shall be a U.T. Gramin Rozgar Guarantee Council, which shall be called the U.T. of Dadra & Nagar Haveli and Daman & Diu Gramin Rozgar Guarantee Council. The U.T. of Dadra & Nagar Haveli and Daman & Diu Gramin Rozgar Guarantee Council shall have the following office bearers / members:

(i). Advisor to the Hon'ble Administrator of U.T. of Dadra & Nagar Haveli and Daman & Diu - Chairperson

(ii). Secretary (Finance) of U.T. of Dadra & Nagar Haveli and Daman & Diu – Vice-Chairperson

(iii). Secretaries of Revenue Department, Public Works Department, Agriculture Department, Tribal Welfare Department, Social Welfare Department, Labour Department, Law Department, Chief Conservator of Forests and Collectors of all 03 Districts of U.T. of Dadra & Nagar Haveli and Daman & Diu.

(iv). Secretary, Panchayat and Rural Development of U.T. of Dadra & Nagar Haveli and Daman & Diu – Member Secretary.

(v). The CEOs of concerned District Panchayat of U.T. of Dadra & Nagar Haveli and Daman & Diu.

(vi). At least 15 non-official members nominated by the U.T. Administration, representatives of Panchayati Raj Institutions, representatives of non—governmental organizations and weaker sections of the society.

(2) The Chairperson shall convene the U.T. Council meeting every half-yearly with a quorum of one-tenth and shall have the authority to decide the time, place and procedure of the meetings.

(3) The duties and functions of the U.T. of Dadra & Nagar Haveli and Daman & Diu Gramin Rozgar Guarantee Council shall include -

(a) advising the U.T. Administration on all matters concerning the Scheme and its implementation in the U.T.;

(b) reviewing the monitoring and redressal mechanisms from time to time and recommending improvements;

(c) monitoring the implementation of Act and the Scheme in the U.T. and coordinating such implementation with the Central Council;

(d) preparing the annual report with regard to implementation of the Act and put it before the Honourable Administrator of U.T. of Dadra & Nagar Haveli and Daman & Diu.

(e) any other duty or function as may be assigned to it by the Central Council or the U.T. Administration.

(4) The U.T. Council shall have the power to undertake an evaluation of the Scheme operating in the U.T. and for that purpose to collect or cause to be collected statistics pertaining to the rural economy and the implementation of the Scheme and Programmes in the U.T.

9. U.T. Level Steering Committee

(1) At the U.T. level, there shall be a U.T. Level Steering Committee to provide operational guidance, coordination, and monitor the implementation of the Scheme.

(2) The U.T. Level Steering Committee shall be presided over by the Secretary, Panchayat and Rural Development of U.T. of Dadra & Nagar Haveli and Daman & Diu or his nominee, and shall comprise of the following members, namely :-

(i). Special Secretary / Joint Secretary / Deputy Secretary of Finance Department, Revenue Department, Public Works Department, Agriculture Department, Tribal Welfare Department, Social Welfare Department, Labour Department, Law Department and Deputy Conservators of Forests of U.T. of Dadra & Nagar Haveli and Daman & Diu.

(ii). The Commissioner / Director, Viksit Bharat – Gurantee for Rozgar and Ajeevika Mission (Gramin) Scheme, i.e. the the Joint / Deputy Secretary (PRI/RD) of U.T. of Dadra & Nagar Haveli and Daman & Diu.

(iii). The CEOs of concerned District Panchayat of U.T. of Dadra & Nagar Haveli and Daman & Diu.

(iv). such number of subject-matter experts, as may be determined by the U.T. Administration.

(v). representatives of technical or research institutions; and

(vi). one member nominated by the Department of Rural Development, Ministry of Rural Development, Government of India.

(3) The U.T. Level Steering Committee shall —

(a) oversee U.T. wide planning and convergence with other programmes;

(b) review of district performance and ensure timely preparation of the aggregate U.T. plan;

(c) coordinate with the National Level Steering Committee and implement directions issued therefrom;

(d) support digital systems, monitoring arrangements, and process improvements at the U.T. level; and

(e) perform such other functions as may be assigned to it by the U.T. Adminstration.

10. Principal Implementing Authorities:

(1) The Joint Secretary (PRI/RD) / Deputy Secretary (PRI/RD) / CEO, District Panchayat of the U.T. Administration may be designated as the Commissioner for the implementation of the Scheme in the Union Territory.

(2) The District Panchayat and Gram Panchayat shall be the principal authorities for planning, implementation and monitoring of the Scheme made under this Act.

(3) The District Panchayat shall oversee and coordinate implementation of the Scheme in the District, including finalisation and approval of the aggregate district level plan, supervision and monitoring of works, ensuring convergence, and perform such other functions as may be assigned to it by the U.T. Administration.

(4) The District Panchayat shall prepare and finalise the aggregate District level plan, support Gram Panchayats in planning and implementation, supervise works at Gram Panchayat levels, and facilitate convergence with line departments.

(5) Annual plans would be prepared on the basis of the normative allocation.

(6) The Gram Panchayat shall register households, receive and process applications for work,

prepare the Viksit Gram Panchayat Plans, execute the works assigned to it, maintain such records as may be specified by the U.T. Administration, and discharge such other responsibilities as may be entrusted to it under the Scheme.

(7) The UT Administration shall provide the necessary staff and technical support to the District Programme Coordinator, the Programme Officer and Gram Panchayat as may be necessary for the effective implementation of the Scheme.

11. District Programme Coordinator (DPC)

(1) The Chief Executive Officer, District Panchayat, shall be designated as the District Programme Coordinator for the implementation of the Scheme in the District.

(2) The District Programme Coordinator shall be responsible for the implementation of the Scheme in the District in accordance with the provisions of this Scheme and the rules made thereunder.

(3) The functions of the District Programme Coordinator shall be as follows, namely:—

(i). the District Programme Coordinator shall be responsible for the consolidation and finalisation of the district aggregate plan and shall oversee convergence, implementation and monitoring of the Scheme at the district level in accordance with the provisions of this Act;

(ii). the District Programme Coordinator shall ensure compliance with the provisions of this Scheme and with the directions and guidelines issued by the Central Government and the U.T. Administration, and shall accord such administrative sanctions and clearances as may be required for the timely and effective implementation of the Scheme, including those relating to digital, geospatial and monitoring systems;

(iii). the District Programme Coordinator shall coordinate with Programme Officers, and shall review, monitor and supervise their performance using the monitoring framework, management information system and accountability mechanisms established under Act and the Scheme;

(iv). the District Programme Coordinator shall conduct periodic inspections of works undertaken under the Scheme, ensure adherence to quality and productivity standards, and shall redress the grievances of applicants through digital public infrastructure and designated grievance redressal systems issued/notified by the Central Government.

(4) The District Programme Coordinator, shall prepare an aggregate plan for the District

under his jurisdiction by consolidating the approved Viksit Gram Panchayat Plans.

(5) The District Programme Coordinator shall establish a dedicated unit at the district level comprising all functional verticals, including Administration, Finance, Management Information Systems (MIS), Monitoring, and Evaluation & etc as may be required for the effective implementation of the Scheme. The District Programme Coordinator may also recruit professional staff to provide technical and professional support at the district, block, and Gram Panchayat levels.

12. Programme Officer (Block Level)

(1) The Development & Planning Officer / Block Development Officer shall be designated as the Programme Officer.

(2) The Programme Officer shall assist the District Panchayat in discharging its functions under Act and the Scheme made thereunder.

(3) The Programme Officer shall be responsible for matching the demand for employment with the employment opportunities arising from works in the area under his jurisdiction.

(4) The Programme Officer shall prepare an aggregate plan for the Block under his jurisdiction by consolidating the approved Viksit Gram Panchayat Plans and the proposals received from Gram Panchayats.

(5) Without prejudice to the generality of sub-section (2), the functions of the Programme Officer shall include—

(i). monitoring all works and projects undertaken by the Gram Panchayats and other implementing agencies within the Block, ensuring alignment with the Viksit Gram Panchayat Plans;

(ii). sanctioning and ensuring payment of unemployment allowance to eligible households in accordance with the provisions of this Act;

(iii). ensuring prompt and fair payment of wages to all labourers employed under the Scheme within the Block, including through digital and biometric authenticated payment systems, as may be specified by the Central Government;

(iv). ensuring that regular social audits of all works within the jurisdiction of each Gram Panchayat are conducted by the Gram Sabha, and that timely and appropriate action is taken on objections and findings arising from such audits;

(v). dealing promptly with all complaints and grievances relating to the implementation of the Scheme within the Block, through the grievance redressal mechanisms established under sub-section (1) of section 25 of this Act;

(vi). ensuring the geo-tagging, digital recording, and management information system reporting of all works undertaken within the Block, and compliance with monitoring, productivity, and transparency framework, specified by the Central Government under this Act;

(vii). facilitating inter-departmental convergence at the Block level to support saturation-driven planning and the execution of works under the Scheme; and

(viii). any other function as may be assigned to him by the District Programme Coordinator and the U.T. Administration under this Act.

(6) The Programme Officer shall perform his function under the direction, control and superintendence of the District Programme Coordinator.

13. Responsibilities of Gram Panchayat

The Gram Panchayat shall be responsible for—

(a) registration of households and issuance of Gramin Rozgar Guarantee Cards;

(b) receiving work applications and maintaining records of Gramin Rozgar Guarantee Cards;

(c) preparing the Viksit Gram Panchayat Plans;

(d) every Gram Panchayat shall, after considering the recommendations of the Gram Sabha and the Ward Sabhas, keeping in view of the demand for works, prepare a Viksit Gram Panchayat Plan on saturation basis;

(e) Annual plans would be prepared on the basis of the normative allocation;

(f) the Programme Officer shall allocate at least fifty per cent of the works in terms of its cost under the Scheme to be implemented through the Gram Panchayats;

(g) the Programme Officer shall supply each Gram Panchayat with—

(i) the muster rolls for the works sanctioned to be executed by it;

(ii) a list of employment opportunities available elsewhere to the residents of the Gram Panchayat;

(g) the Gram Panchayat shall allocate employment opportunities among the applicants and ask them to report for work;

(h) the works taken up by a Gram Panchayat under the Scheme, shall meet the required technical standards and measurements;

(i) executing works allotted to it by the Programme Officer; and

(j) a Gram Panchayat may take up any work under the Scheme from Viksit Gram Panchayat Plan within the area of the Gram Panchayat, as may be sanctioned by the Programme Officer.

14. Social Audit by Gram Sabha

(1) The Gram Sabha, shall monitor and review the execution of all works undertaken under the Scheme within the jurisdiction of the Gram Panchayat, in accordance with the provisions of this Act.

(2) The Gram Sabha shall conduct regular social audits of all works taken up under the Scheme within the Gram Panchayat, as issued/notified by the Central Government.

(3) The Gram Panchayat shall make available to the Gram Sabha all records and documents required for conduct of the social audit, including muster rolls, bills, vouchers, measurement books, sanction orders, digital records, geo-tagged photographs, and all other connected books of account and papers, whether maintained in physical or electronic form.

CHAPTER VI — REGISTRATION AND ROZGAR GUARANTEE CARD

15. Registration of households

(1) Household Registration—The adult member of every household residing in any rural area and willing to undertake unskilled manual work, may submit the names, ages and address of the household to the Gram Panchayat within whose jurisdiction they reside, for the purpose of registration of the household and issuance of a Gramin Rozgar Guarantee Card.

(2) Special Gramin Rozgar Guarantee Card, where the job seeker is—

(a) a single woman; or

(b) a person with disability; or

(c) persons above sixty years of age; or

(d) a released bonded labourer; or

(e) a person belonging to a Particularly Vulnerable Tribal Group; or

(f) a transgender person.

(3) The Special Gramin Rozgar Guarantee Card of a distinct colour, shall ensure special protection in the providing work, work evaluation, and worksite facilities, as applicable.

16. Issue of Gramin Rozgar Guarantee Card

(1) It shall be the duty of the Gram Panchayat, after making such enquiry, as it deems fit, to issue a Gramin Rozgar Guarantee Card within fifteen days from the date of receipt of such application, containing therein a unique Gramin Rozgar Guarantee Card number with details of the registered adult members of the household, their photos, Bank or Post office account number, insurance policy number and the Aadhaar numbers, if any.

(2) The Gramin Rozgar Guarantee Card issued, shall be valid for three years, after which it may be renewed after due verification.

(3) No Gramin Rozgar Guarantee Card shall be cancelled except on any of the following grounds—

(a) where it is found to be a duplicate;

(b) where the entire household has permanently migrated to a place outside the jurisdiction of the Gram Panchayat and no longer resides in the village; or

(c) where all adult members of the registered household are deceased.

(4) The U.T. Administration shall make arrangements for updating the following details in the Gramin Rozgar Guarantee Card regularly while mentioning the key guarantees under the Scheme are clearly listed as follows:—

(a) number of days for which work was demanded;

(b) number of days of work allocated;

(c) description of the work allocated along with the muster roll number;

(d) measurement details;

(e) unemployment allowance, if any, paid;

(f) date-wise amount of wages paid;

(g) delay compensation paid if any;

(h) asset provided, if any.

(5) Every worker shall have an opportunity of being heard and register any grievance either orally or in writing, at all implementation levels for disposal as per the provisions of the Grievance Redressal Mechanism under the Scheme.

17. Issuance of Gramin Rozgar Guarantee Card in Case of Dislocation

(1) Notwithstanding anything contained in this Schedule, in the event of any national calamity such as flood, cyclone, tsunami and earthquake resulting in mass dislocation of rural population, the adult members of rural households of areas so affected may—

(a) seek for registration and get Gramin Rozgar Guarantee Card issued by the Gram Panchayat or Programme Officer of the area of temporary relocation;

(b) submit written or oral applications for work to the Programme Officer or the Gram Panchayat of the area of temporary relocation; and

(c) apply for re-registration and re-issuance of Gramin Rozgar Guarantee Card in the event of any loss or destruction.

(2) The details of such Gramin Rozgar Guarantee Cards shall be intimated to the District Programme Coordinator.

(3) In the event of restoration of normalcy, the Gramin Rozgar Guarantee Card so issued shall be re-endorsed at original place of habitation and clubbed with the original Gramin Rozgar Guarantee Card on being retrieved.

(4) The number of days of employment provided shall be counted while computing 125 days of guaranteed employment per household.

CHAPTER VII — DEMAND FOR WORK AND ALLOTMENT

18. Demand for Work

(1) Every adult member of a registered household whose name appears in the Gramin Rozgar Guarantee Card, shall be entitled to apply for unskilled manual work under the Scheme;

and every such application shall be compulsorily registered, and a receipt issued with the date, which shall be entered in the given digital platform.

(2) The U.T. shall proactively verify the requirements of the Vulnerable Groups and provide them with work.

(3) Application for work may be oral or written and made to the Ward member or to the Gram Panchayat or to the Programme Officer or any person authorised by the U.T. Administration or through digital platforms, or through any other means authorised by the U.T. Administration.

(4) Applications for work may be filed individually or for a group together.

(5) There shall be no limit on the number of days of employment for which a person may apply, or on the number of days of employment actually provided to him subject to the aggregate guarantee of the household.

(6) Normally, applications for work must be for at least six days of continuous work.

(7) Provision shall be made in the Scheme for advance application, that is, application which may be submitted earlier than the date from which employment is sought.

(8) Provision shall be made in the Scheme for submission of multiple applications by the same person provided that the corresponding periods for which employment is sought do not overlap.

19. Allocation of Work

(1) The Gram Panchayat and Programme Officer shall ensure that every applicant shall be provided unskilled manual work in accordance with the provisions of the Scheme within fifteen days of receipt of an application or the date from which he seeks work in case of advance application, whichever is later.

(2) Priority shall be given to women in such a way that at least one-third of the beneficiaries shall be women who have registered and requested for work. Efforts to increase participation of single women and the person with disabilities shall be made.

(3) Applicants who are provided with work shall be so intimated in writing, by means of a letter sent to him at the address given in the Gramin Rozgar Guarantee Card or through any other effective mode of communication or by a public notice displayed at the office of the District Panchayat and Gram Panchayat.

(4) A list of persons who are provided with the work shall be displayed on the notice board of the Gram Panchayat and at the office of the Programme Officer and at such other

place as the Programme Officer may deem necessary and the list shall be open for inspection by the U.T. Administration and any interested person.

(5) As far as possible, the employment shall be provided within a radius of five kilometers of the village where the applicant resides at the time of applying.

(6) A new work under the Scheme can be commenced if at least ten labourers become available for work, provided that this condition shall not be applicable for new works, as determined by the U.T. Administration, in hilly areas and in respect of afforestation works.

(7) In case the employment is provided outside the radius of five kilometers, the labourers shall be paid ten per cent. of the wage rate as extra wages to meet additional transportation and expenses for living.

(8) A period of employment shall be for at least six days continuously, with not more than six days in a week.

CHAPTER VIII — MUSTER ROLLS, ATTENDANCE AND MEASUREMENT

20. Muster rolls

(1) The muster rolls for works undertaken under this Scheme shall be maintained through digital systems and shall comply with the following requirements—

(a) Each muster roll shall be in English and the local language and have a unique electronically generated identity number (e-muster) issued through the management information system. The muster roll shall include the names of all workers who have demanded or been allocated work and shall be authenticated by the authorised functionary of the Gram Panchayat or the Programme Officer.

21. Attendance recording

(1) Attendance at the worksite shall be recorded daily by an authorised person using biometric attendance systems, and all attendance details shall be made available for public viewing on a daily basis through the designated management information system.

22. Measurement of work

(1) Payment of wages shall only be made based on measurements taken at the worksite by authorised technical personnel within three days of the closure of the muster roll,

and recorded digitally through systems integrated with the designated management information system.

(2) The U.T. Administration shall ensure the deployment of adequate technical personnel to enable timely measurement. Suitable persons may be trained and deployed, with delegated technical responsibilities, and shall be paid wages at skilled rates.

CHAPTER IX — WAGE PAYMENT AND DELAY COMPENSATION

23. Wage payment

(1) Wage rate to be paid to the worker will be decided and notified by the Central Government.

(2) The disbursement of daily wages shall be made on a weekly basis or in any case not later than a fortnight after the date on which such work was done.

24. Mode of payment

(1) The payment of wages shall, unless so exempted by the Central Government, be made through the individual savings accounts of the workers in the relevant Banks or Post Office.

25. Delay compensation

(1) In case the payment of wages is not made within fifteen days from the date of closure of the muster roll, the wage seekers shall be entitled to receive payment of compensation for the delay, at the rate of 0.05% of the unpaid wages per day of delay beyond the sixteenth day of closure of muster roll.

(2) Any delay in payment of compensation beyond a period of fifteen days from the date it becomes payable, shall be considered in the same manner as the delay in payment of wages.

(3) For the purpose of ensuring accountability in payment of wages and to calculate culpability of various functionaries or agencies, the U.T. shall divide the processes leading to determination and payment of wages into various stages such as,—

(a) measurement of work;

(b) computerising the muster rolls;

(c) computerising the measurements;

(d) generation of wage lists; and

(e) uploading Fund Transfer Orders (FTOs), and specify stage-wise maximum time limits along with the functionary or agency which is responsible for discharging the specific function.

(4) The computer system shall have a provision to automatically calculate the compensation payable based on the date of closure of the muster roll and the date of deposit of wages in the accounts of the wage seekers.

(5) District Programme Coordinator and Programme Officer shall pay the compensation upfront after due verification within the time limits as specified above and recover the compensation amount from the functionaries or agencies who are responsible for the delay in payment.

(6) The number of days of delay, the compensation payable and actually paid shall be reflected in the Management Information System.

CHAPTER X — UNEMPLOYMENT ALLOWANCE

26. Eligibility

(1) If an applicant for employment under the Scheme is not provided such employment within fifteen days of receipt of his application seeking employment or from the date on which the employment has been sought in the case of an advance application, whichever is later, he shall be entitled to a daily unemployment allowance in accordance with the provision of this section.

(2) No such rate shall be less than one-fourth of the notified wage rate for the first thirty days during the financial year and not less than one-half of the wage rate for the remaining period of the financial year.

27. Procedure

(1) The unemployment allowance payable to the household of an applicant jointly, shall be sanctioned and disbursed by the Programme Officer or such local authority (including District Panchayat and Gram Panchayat).

(2) Every payment of unemployment allowance shall be made or offered not later than fifteen days from the date on which it became due for payment.

CHAPTER XI — CATEGORIES OF WORKS & ELIGIBILITY CRITERIA FOR INDIVIDUAL BENEFICIARY WORK

28. Works & Categories under the Scheme-

(1) Focus of the Scheme—Classification of Works: The Scheme shall focus on the following categories of works, as identified in the Viksit Gram Panchayat Plans and aggregated into the Viksit Bharat National Rural Infrastructure Stack.

(2) The works to be taken up under the Scheme, shall fall under the following Categories, together with their thematic focus and intended outcomes, namely:—

(a) Category I—Water-Related Works (for Water Security)—

(A) The focus shall include conservation, irrigation, groundwater recharge, source sustainability, rejuvenation of water bodies, watershed development and afforestation and the Illustrative works include—

(i) construction of canals, flood or diversion channels, check dams, gully plugs and underground dykes;

(ii) construction or rejuvenation of ponds, percolation tanks, recharge pits, recharge shafts, injection wells and associated water harvesting structures;

(iii) irrigation open wells, micro-irrigation channels and field water distribution systems;

(iv) reclamation of community waterlogged land;

(v) afforestation and plantation works linked with soil and moisture conservation; and

(vi) rooftop rainwater harvesting and other decentralised recharge systems.

(B) Intended Outcomes—Strengthening of water security through integrated water resource management, recharge and conservation for long-term climate resilience.

(b) Category II—Core Rural Infrastructure—

(A) Thematic focus shall include core civic, social, governance and service-delivery infrastructure relating to education, health, drinking water,

sanitation, connectivity, renewable energy and community services and the Illustrative works include—

(i) construction or upgradation of rural roads, culverts, cross- drainage structures and village connectivity facilities;

(ii) construction of Gram Panchayat Bhawans, Anganwadi centres, rural libraries and other public buildings;

(iii) construction of school infrastructure, including kitchen sheds, additional classrooms, laboratories, compound walls and playgrounds;

(iv) crematoria and community infrastructure;

(v) solid and liquid waste management assets, including stabilising ponds, community sanitary complexes, and waste segregation and collection centres;

(vi) installation of solar lighting systems and other renewable rural energy infrastructure;

(vii) village parking areas, transport sheds and other common rural amenities;

(viii) rural housing works permissible under the schemes of the Central Government, including those permitted under the Pradhan Mantri Awas Yojana—Gramin; and

(ix) repair and maintenance of works created under the Jal Jeevan Mission for ensuring water supply.

(B) Intended Outcome—Creation of foundational civic and social infrastructure ensuring basic amenities, improved service access and enhanced quality of life in rural areas.

(c) Category III—Livelihood-related Infrastructure—

(A) Thematic focus shall include productive assets and facilities that enhance rural livelihoods through agriculture, livestock, fisheries, value addition, skilling and enterprise development and the Illustrative works include—

(i) construction of training-cum-skill development centres and work sheds for livelihood activities;

(ii) rural haats or weekly markets and other market infrastructure;

(iii) food grain storage buildings, agricultural produce storage structures, cold storage units and other agri-value chain infrastructure;

(iv) buildings for Self Help Groups and federation-level institutions;

(v) compost structures, including vermicompost and NADEP units;

(vi) development of silvipasture grasslands, dairy infrastructure and shelters for cattle, goats, pigs, poultry and other livestock;

(vii) fisheries-related infrastructure, including fish drying yards;

(viii) raising of nurseries and production of building material; and

(ix) Integrated projects promoting circular and cyclical economy models, as may be approved by the Central Government.

(B) Intended Outcome—Strengthening of sustainable livelihoods, value addition, enterprise development and self-reliant rural economies.

(d) Category IV—Special works to mitigate Extreme Weather Events and Disaster Preparedness—

(A) Thematic focus shall include disaster risk reduction, climate adaptation, and protection of rural communities and assets from floods, cyclones, storms, droughts, landslides, forest fires and other extreme weather events and the Illustrative works include—

(i) construction of cyclone shelters, flood shelters and multipurpose disaster resilient structures;

(ii) construction of diversion channels, embankments and other disaster-mitigation works;

(iii) stabilising ponds and water structures for flood management;

(iv) post-disaster rehabilitation, restoration and repair of rural roads and community assets;

(v) windbreak and shelterbelt plantations; and

(vi) forest fire management works, including fire breaks, fuel buffer zones and allied measures.

(B) Intended Outcome— Creation of climate-resilient villages capable of withstanding extreme weather conditions.

(3) Any other public work which may be notified by the Central Government.

(4) Maintenance of rural public assets created under the Act.

(5) Works for individual beneficiaries, including but not limited to housing- related works under the Pradhan Mantri Awaas Yojana—Gramin, sanitation-related works, and other beneficiary-oriented developmental works undertaken under various schemes of the Central Government from time to time and expressly notified for inclusion under the Scheme, may also be taken up. The eligibility of such beneficiaries shall be as notified by the Central Government, aligned with the eligibility criteria specified under the respective Central Government schemes, with all such works conforming to the norms, standards and guidelines issued by the Central Government.

29. Eligibility Criteria of the Beneficiary for Individual Beneficiary Work –

(1) Without prejudice to the generality of the above, works creating individual assets as notified by the Central Government shall be prioritised on land or homestead owned by households belonging to—

(a) the Scheduled Castes;

(b) the Scheduled Tribes;

(c) nomadic tribes;

(d) denotified tribes;

(e) economically weaker sections of the society as identified based on criteria notified by the Central Government;

(f) women-headed households;

(g) households headed by persons with disabilities;

(h) beneficiaries of land reforms;

(i) beneficiaries under the Pradhan Mantri Awaas Yojana—Gramin (PMAY-G); and

(j) beneficiaries under the Scheduled Tribes and Other Traditional Forest Dwellers (Recognition of Forest Rights) Act, 2006 (2 of 2007), and

after exhausting the eligible beneficiaries under the above categories, works may be taken up on the lands of small or marginal farmers as identified on the basis of criteria notified by the Central Government, subject to such conditions as may be notified by the Central Government, including the requirement that such households possess a valid job card and have at least one adult member willing to work on the project undertaken on their land or homestead.

CHAPTER XII — WORKSITE MANAGEMENT AND SAFETY

30. Facilities at worksites

(1) For the purpose of transparency at the worksite, the following shall be ensured—

(a) there shall be a project initiation meeting in which various provisions of the work shall be explained to the workers;

(b) a copy of the sanction work order shall be available for public inspection at the worksite;

(c) measurement record of each work and details of the workers shall be available for public inspection;

(d) a Citizens' Information Board shall be put up at every worksite and updated regularly in the manner specified by the Central Government;

(e) the vigilance and Monitoring Committee set up according to the instructions of the Central Government may check all works and its evaluation report will be recorded in the Works Register in the format specified by the Central Government and submitted to the Gram Sabha during the Social Audit.

(2) The facilities of safe drinking water, shade for children and periods of rest, first aid box with adequate material for emergency treatment for minor injuries and other health hazards connected with the work being performed shall be provided at the worksite.

(3) In case the number of children below the age of five years accompanying the women working at any site is five or more, provisions shall be made to depute one of such women workers to look after such children. The person so deputed shall be paid wage rate.

31. Safety and accidents

(1) If any personal injury is caused to any person employed under the Scheme by any accident arising out of and in the course of his employment, he shall be entitled to such medical treatment as required, free of cost.

(2) Where hospitalisation of the injured worker is necessary, the U.T. Administration shall arrange for such hospitalisation including accommodation, treatment, medicines and payment of daily allowance which is not less than half of the wage rate.

(3) If a person employed under the Scheme meets with death or becomes permanently disabled by accident arising out of and in the course of employment, he or his legal heirs, as the case may be, shall be paid by the implementing agency an ex gratia as per entitlement under the Pradhan Mantri Suraksha Bima Yojana or as may be notified by the Central Government.

(4) If any personal injury is caused by accident to a child accompanying a person who is employed under the Scheme, such person shall be entitled to medical treatment free of cost; and in case of death or disablement of the child due to the said accident, ex gratia shall be paid to the legal guardians as determined by the U.T. Administration.

CHAPTER XIII — RESTRICTION ON UNDERTAKING WORKS DURING PEAK AGRICULTURAL SEASONS

32. Notification of Peak Agricultural Seasons

(1) The U.T. Administration shall, in advance of each financial year, notify a period or periods aggregating to sixty days in a financial year, covering the peak agricultural seasons of sowing and harvesting, during which no works under the Scheme shall be undertaken.

33. Area-Specific Notifications

(1) The U.T. Administration may issue distinct notifications for different areas of the U.T., including districts, blocks or Gram Panchayats, having regard to—

(a) agro-climatic zones;

(b) local patterns of agricultural activities; and

(c) such other relevant factors as may be considered necessary.

(2) Every notification issued under this provision shall have binding effect for the purposes of the Act and the Scheme.

34. Prohibition on Works during Notified Periods

(1) All authorities responsible for planning, sanctioning or executing works under the Scheme shall ensure that no work is undertaken during the periods notified as peak agricultural seasons.

35. Scheduling of Works

(1) The Programme Officer and other implementing authorities shall, while approving the aggregated Viksit Gram Panchayat Plans and scheduling works, ensure that all works are taken up only outside the notified peak agricultural seasons.

CHAPTER XIV — ESTIMATE, SANCTIONING AND WORK EXECUTION

36. ESTIMATES—

(1) Technical Estimates and Standards for Works—Every work under this Scheme shall have a technical estimate and design sanctioned by an authority authorised by the U.T. Administration, based on the framework aligned with the Viksit Bharat National Rural Infrastructure Stack.

(2) For works involving construction, appropriate labour-intensive technologies, depending upon the availability of labour and the use of local materials, shall be employed to the extent feasible.

(3) Bills of quantities shall use clear and commonly understood terminology to ensure transparency for all stakeholders.

(4) Each work shall have a summary of the estimate, design and a technical note indicating the expected outputs and outcomes.

(5) All technical estimates, designs and outcome notes shall be generated or uploaded through digital systems integrated with the designated management information system.

37. Administrative and Financial Sanctions—

(1) Works finalised at the Gram Panchayat level through the approved Viksit Gram Panchayat Plan and aggregated at the Block and District levels shall be accorded administrative or financial sanction by the competent authority as per the requirements and within thirty days.

(2) The sanctioning authorities shall ensure that—

(a) the proposed works are drawn exclusively from the approved Viksit Gram Panchayat Plan;

(b) Annual plans would be prepared on the basis of the normative allocation

(c) the works are consistent with thematic domains, and the Viksit Bharat National Rural Infrastructure Stack;

(d) all sanctioned works are taken up through the designated digital portal under the Act.

38. Wage Linkage to Output and Schedule of Rates—

(1) The U.T. Administration shall ensure that wages without any gender bias are linked to the quantum of work completed, in accordance with the Rural Schedule of Rates notified on the basis of time-and-motion studies for different types of work and different seasons, and revised periodically.

39. Special Schedule of Rates for Vulnerable Groups—

(1) A separate Schedule of Rates shall be finalised for women, the elderly, persons with disabilities and persons with debilitating ailments to facilitate their productive participation in suitable categories of work.

40. Working Hours and Earning Norms—

(1) The Schedule of Rates shall be framed so that an adult person working for eight hours, inclusive of one hour of rest, can earn an amount equivalent to the notified wage rate.

(2) Working hours of an adult worker may be flexible but shall not extend beyond twelve hours in a day, including intervals for rest.

41. Inspection and Quality Control—

(1) The U.T. Administration shall ensure regular inspection and supervision of works by designated quality-control teams to verify adherence to quality standards, accuracy of measurements and conformity of wage payments to the actual quantum of work executed. Inspection reports shall be uploaded to the management information system.

42. Completion of Ongoing Works—

(1) At the time of opening new works, it shall be ensured that ongoing or incomplete works are prioritised for completion, subject to planning norms and the approved Viksit Gram Panchayat Plans.

43. Execution Without Contractors—

(1) No contractor shall be engaged for the execution of any work or component financed through expenditure under this Act. All such works shall be executed directly by the implementing agencies in accordance with the processes laid down under the Scheme, including mandatory proactive disclosures and the social audit process.

(2) In cases of convergence where components of a work are financed under other schemes, the execution of those components may follow the norms of the converging scheme, including the use of contractors where permitted.

(3) As far as practicable, works executed by the programme implementation agencies shall be performed by using manual labour and no labour displacing machines shall be used.

44. Transparent Procurement of Materials—

(1) All materials required for the execution of works shall be procured by the Gram Panchayat or the implementing agency through transparent procurement systems, including e-tendering processes, as specified by the U.T. Administration.

CHAPTER XV — FUNDING PATTERN AND FINANCIAL ARRANGEMENTS

45. Funding Pattern-

Centrally Sponsored Scheme: The Scheme shall be implemented as a 100% Centrally Sponsored Scheme. The U.T. of Dadra & Nagar Haveli and Daman & Diu being the Union territory without legislature, the Central Government bears the entire expenditure on the Scheme in accordance with the Section 22(3) of the Act.

46. Financial Arrangements-

(1) **Normative Allocation:** The Central Government shall determine, for every financial year, a normative allocation to the UT for implementation of the Scheme, based on such objective parameters as may be communicated from time to time.

(2) **Central Share**: The share of the Central Government as per the Section 22(3) of the Act, within the approved allocation, shall include expenditure towards—

(a) payment of wages for unskilled, semi-skilled and skilled labour engaged under the Scheme;

(b) the material component of works, subject to the provisions contained in Schedule-I; and

(c) such administrative expenses as may be specified by the Central Government, including—

i. salary and allowances of Programme Officers and supporting staff,

ii. administrative expenses of the Central Council,

iii. facilities required under Schedule-II, and

iv. such other items.

(3) **Unemployment Allowance and Delay Compensation:** The U.T. of Dadra & Nagar Haveli and Daman & Diu being the Union territory without legislature, the Central Government bears the expenditure towards unemployment allowance and delay compensation payable under the Scheme, in accordance with the Section 22(3) of the Act.

(4) **Intra-U.T. distribution of normative Allocation**—The U.T. Administration shall, upon receipt of the approved normative allocation from the Central Government, ensure equitable, need-based and transparent intra-U.T. distribution of the allocation across districts and Gram Panchayats, taking into consideration the categorisation of Gram Panchayats and the assessed local needs for determining Gram Panchayat-wise allocations and corresponding district allocations; and the detailed methodology, parameters and procedural requirements for such distribution shall be notified by the Central Government.

CHAPTER XVI — TRANSPARENCY AND PUBLIC DISCLOSURE

47. Proactive disclosure

(1) Mandatory Public disclosure shall be undertaken through digital systems integrated with the designated management information system and displayed at the village level for public scrutiny.

(2) Display at every worksite a "Janata Board" indicating details of the work, estimated labour days, material quantities in local terminology, and item-wise costs.

(3) Digital and physical display of number of days of employment provided, wage payments, material payments, guarantees under the Act, works approved under the Viksit Gram Panchayat Plan, and year-wise works taken up or completed by the Gram Panchayat and other implementing agencies.

(4) Public disclosure of all information relating to works, labour demand, employment provided, payments, material utilisation and physical progress under this Scheme shall be carried out through digital systems integrated with the designated portal. Weekly disclosures shall be automatically generated and displayed in a publicly

accessible physical and digital formats. In addition, the Gram Panchayat shall convene weekly disclosure meetings in the Gram Panchayat Bhawan to present the status of works, payments, grievances and other relevant information before the community.

(5) District Programme Coordinator and Programme Officer shall ensure that their official websites are regularly updated in compliance with clause (b) of sub-section (1) of section 4 of the Right to Information Act, 2005 (22 of 2005), with all information on the Act available in free, downloadable electronic form.

(6) All accounts and records including muster rolls relating to the scheme shall be made available for public scrutiny free of cost. Any person desirous of obtaining a copy or relevant extracts therefrom may be provided such copies or extracts on demand not later than three working days from the date of receipt of application.

CHAPTER XVII — SOCIAL AUDIT

48. Conduct of Social Audit

(1) All works, expenditures and guarantees under this Scheme shall be subject to social audit at least once every six months.

(2) The procedure, standards and modalities for conducting social audits shall be as per the rules notified by the Central Government.

(3) Until such rules are notified, the provisions of the Mahatma Gandhi National Rural Employment Guarantee Audit of Schemes Rules, 2011 shall, *mutatis mutandis,* apply to the conduct of social audits under this Act.

49. Compliance with findings

(1) Findings of the social audit shall be placed in the Gram Sabha.

(2) Corrective and recovery actions shall be initiated without delay.

(3) Action-taken reports shall be recorded in the MIS.

(4) Any misappropriation of amounts spent under the Scheme shall be recoverable under the relevant revenue laws for recovery prevailing in the U.T.

(5) The portion of such recoveries pertaining to the Central share shall be remitted to the Consolidated Fund of India through the mechanism established by the Central Government.

50. Annual Reporting

(1) The District Programme Coordinator, the Programme Officer and each Gram Panchayat shall prepare an annual report detailing facts, figures and achievements relating to the implementation of the Scheme within their jurisdiction. A copy of such report shall be made available to the public in physical or electronic form, on payment of such fee as may be specified in the Scheme.

CHAPTER XVIII — GRIEVANCE REDRESSAL AND OMBUDSPERSON

51. Grievance Redressal Mechanism: An effective grievance redressal mechanism shall be established under the Scheme, comprising the following components, namely:—

(1) Institutional mechanisms for receiving grievances at the Ward, Gram Panchayat, Block and District levels, with at least one designated day each week when officials shall be mandatorily available to receive grievances;

(2) Every worker shall have an opportunity of being heard and register any grievance either orally or in writing, at all implementation levels for disposal as per the provisions of the Grievance Redressal Mechanism under the Scheme.

(3) Issuance of a dated acknowledgement for all grievances submitted in writing, telephonically, online, or orally to any authorised functionary;

(4) Enquiry through spot verification or inspection and disposal shall be completed within seven working days of receipt of the grievance;

(5) Upon completion of the enquiry, the concerned authority shall initiate immediate corrective action, and the grievance shall be resolved within fifteen days;

(6) Failure to dispose of a grievance within seven working days at the level determined, shall be treated as a contravention of the provisions of this Act;

(7) Where *prima facie* evidence of financial irregularity is revealed during preliminary enquiry or through findings of the social audit report, the District Programme Coordinator shall, after obtaining legal advice, ensure that a First Information Report is lodged and necessary proceedings initiated;

(8) The concerned authority shall inform the complainant in writing, physically or digitally, of the conclusions of the enquiry and the steps taken for redressal;

(9) Action taken on grievances received by all implementing agencies shall be placed before the meetings of the Gram Panchayat and the District Panchayat for review and

monitoring;

(10) Appeals against the orders of the Gram Panchayat shall lie before the Programme Officer; appeals against the orders of the Programme Officer shall lie before the District Programme Coordinator; appeals against the orders of the District Programme Coordinator shall lie before the U.T. Grievance Redressal Authority or any officer designated by the U.T. Administration;

(11) All appeals shall be filed within forty-five days from the date of the order;

(12) All appeals shall be disposed of within thirty days from the date of receipt;

(13) Any grievance not resolved within fifteen days at the Ward, Gram Panchayat, Block or District level shall be automatically escalated to the next higher level through digital systems integrated with the designated management information system, and such escalations shall be continuously monitored electronically.

52. Record maintenance and grievance redressal system—

(1) The Gram Panchayat shall prepare and maintain or cause to be prepared and maintained such registers, vouchers and other documents in such form and in such manner as may be specified in the Scheme containing particulars of Gramin Rozgar Guarantee Cards and pass books issued, name, age and address of the head of the household and the adult members of the households registered with the Gram Panchayat.

53. Ombudsperson

(1) The U.T. Administration shall appoint an Ombudsperson for each District to receive grievances, conduct enquiries and issue awards in accordance with the guidelines notified by the Central and the U.T. Administration. The Ombudsperson shall operate through digital platforms integrated with the designated digital portal under this Act.

CHAPTER XIX — MONITORING, INSPECTION AND EVALUATION

54. Monitoring

(1) The U.T. Administration shall monitor implementation at U.T., District and Block levels.

(2) Dashboards and analytical reports shall be maintained in the MIS.

55. Inspections

(1) *A minimum prescribed percentage of works at each level shall be inspected every year.*

(a) At Gram Panchayat Level- **100%** of works executed during the year shall be inspected.

(b) At Block Level- **At least 60%** of works executed in different Gram Panchayats of the respective Block shall be inspected.

(c) At District Level- **At least 10%** of works executed in different Gram Panchayats of the respective District shall be inspected.

(d) At U.T. Level- **At least 2%** of works executed in different Gram Panchayats across the U.T. shall be inspected.

56. Evaluation

(1) Independent evaluations shall be undertaken periodically to assess outcomes and impact.

(2) For ensuring measurable outcomes and real-time accountability, technology-enabled monitoring shall be mandated for tracking work execution and post-completion asset outcomes, supported by verified data systems and spatial technologies. Weekly public disclosures shall be reinforced through a comprehensive transparency framework. A Concurrent Evaluation Mechanism as specified by the Central Government, shall provide continuous vigilance and enable timely corrective action.

CHAPTER XX— TRAINING AND CAPACITY BUILDING

57. Training and Capacity Building

(1) The U.T. Administration shall prepare and implement a **dedicated plan** for capacity building and strengthening of Panchayati Raj Institutions for effective planning, execution, supervision and monitoring of the Scheme.

(2) The capacity-building plan shall, inter alia, include activities relating to:

(a) training of elected representatives and functionaries of Panchayati Raj Institutions on roles and responsibilities under the Scheme;

(b) Information, Education and Communication (IEC) initiatives to enhance awareness regarding the provisions of the Scheme, transparency mechanisms and community participation;

(c) digital literacy and orientation on the use of Management Information

Systems, geo-tagging tools and other digital platforms;

(d) strengthening institutional systems in Panchayati Raj Institutions for record keeping, financial management, grievance redressal, social audit and asset maintenance.

(3) The plan shall be prepared annually, based on field requirements, and shall be integrated with the U.T. Training and Capacity Building framework under the Scheme.

(4) Panchayati Raj Institutions shall extend full cooperation in organising such capacity building initiatives and shall ensure participation of elected representatives and functionaries.

(5) Expenditure on activities undertaken under this provision shall be met from permissible administrative and capacity-building heads, as may be specified by the Central Government and the U.T. Administration.

CHAPTER XXI- CLOSING FORMULA

(1) This Scheme shall be read harmoniously with the provisions of the Act. In the event of any inconsistency, the provisions of the Act shall prevail.

By order and in the name of the
Administrator of Dadra & Nagar Haveli and
Daman & Diu

Sd/–
(**Dr. Vivek Kumar**)
Secretary (Rural Development/PRI),
UT of Dadra & Nagar Haveli
and Daman & Diu

No. DP/RD/VB-G-RAM-G/336/2026-27/177
Date : 30/06/2026.

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